



Pre Authorization Business Travel Request



Destination: Eastern Province Trip

Description: To Target Eastern Province Groups specially to sign deals for the month of Rajab

Period: Dec 2023

- | | |
|-------------------------------------|--|
| <input type="checkbox"/> Exhibition | <input checked="" type="checkbox"/> International Trip |
| <input type="checkbox"/> Trade Show | <input type="checkbox"/> Local Trip |
| <input type="checkbox"/> Sales Call | <input type="checkbox"/> Budgeted |
| <input type="checkbox"/> Others | <input type="checkbox"/> Non-Budgeted |

Business Rationale / ROI:

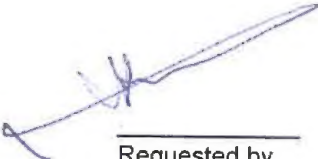
Will be attended Nusuk Exhibition in India

Travelers Details:

Name	Ayman Mohamed Sarhan
Title	ADBD
Joining Date	07 Nov 2019
Business Leaves Start	04 Dec 2023
Business Leaves End	07 Dec Included
Back to Work	11 Dec 2023

Estimated Cost:

Description	Estimated value
Registration / Fees	SR 400
Visa	SR 600
Ticket	SR 3000
Transport	SR 1500
Accommodation	SR 1000
Meals	SR 500
Giveaways/Others	-
Total Trip Cost	SR 7000


Requested by
Ayman Sarhan
ADBD

Reviewed & Approved by
Syed Zohaib Ahmed
Cluster DOF

Approved by
Dani Saleh
Cluster GM